

CURRICULUM VITAE

CONTACT INFORMATION

FIRST NAME: Angelica
LAST NAME: Perrini
ADDRESS: I Trav. via Ognissanti, 4 – 70010 Capurso (Ba) - ITALY
TELEPHONE: +39 (0)80 455 03 08
MOBILE PHONE: +39 320 76 52 856
E-MAIL: elica1982@alice.it; elica1982@gmail.com
URL: <http://www.proz.com/profile/84256>; <https://about.me/angelica.perrini>
SKYPE ID: angelicaperrini
VAT N.: IT06542440729

EDUCATION AND DEGREES

_ Examination passed to be included as qualified translator in the **Chamber of Commerce Register of Experts and Technical Consultants** for the province of Bari under N. 1037, Category XXII, Foreign language: English
_ Postgraduate diploma in **Software & Website Localization** (English>Italian) awarded by the "Tuttoeuropa" training centre, Turin (Italy) on July 2005
_ Degree in **Translation and Interpreting** (English and Japanese) awarded by the University of Lecce (Italy) on November 2004
_ **First Certificate in English**, grade A, awarded by the University of Cambridge (UK) on February 2004
_ **The Japanese Language Proficiency**, 3rd level, awarded by the Japan Foundation – Association of International Education (Japan), on March 2004
_ Certificate of **Japanese-Language Program for University Student Groups** awarded by the Japan Foundation Japanese Language Institute, Osaka (Japan) on March 2004
_ Certificate of proficiency in **Starting a business in the area of cultural tourism** awarded by the IAL Puglia training centre, Lecce (Italy) on November 2003
_ High School diploma in **Pedagogy, Psychology, Sociology** awarded by the Istituto Polivalente Statale "Don Quirico Punzi", Cisternino (Italy) on July 2001

ADDITIONAL TRAINING

_ Seminar on digital marketing "Distinguersi per non estinguersi ("Standing out for not dying out") organized by AITI Puglia - December 17, 2016
_ Proz.com Regional Conference "Translation and Excellence", organized by the translator and Proz.com member Dina Ostuni on October 22, 2016 in Matera, with sessions covering translation in the areas of menus and cooking, dubbing, winemaking, children literature
_ Training course "Online workshop of English>Italian literary translation", presented by Barbara Ronca for Sabrina Tursi's STL Formazione " - September-October 2016
_ Webinar "The law translator and law sources", presented by Luca Lovisolo for Archomai Edizioni e Formazione - September 21, 2016
_ One-day training course "The universe of rights and acts among Italy's Court Clerk's Offices", organized by AITI Puglia and presented by Alessandra Tarozzo - Bari, September 17, 2016
_ Webinar "How to Stop Sabotaging Your 6-figure Success ", presented by Jenae Spry - September 15, 2016
_ Webinar "How to Build a 6-figure Translation Business - Productivity in Translation", presented by Jenae Spry - September 7, 2016
_ Proz.com webinar "MateCat - A free online CAT tool which integrates collaborative TM and MT", offered by Alessandro Cattelan (Translated.net) - December 2, 2015;
_ Proz.com webinar "[SDL Trados Studio Getting Started](#)" January 18, 2013;
_ Training Course "[Introduzione al marketing: consigli per promuovere la propria attività](#)" - October 12, 2012;
_ Alchemy Webinar on "PUBLISHER 2.0, an advanced TM for documentation", presented by Aidan Collins - October 15, 2008;
_ AITI 2008 International Conference "The profession of translator and interpreter: ethics, quality and life-long learning" - June 6-7, 2008, Bologna (Italy);
_ SDL Webinar on "Terminology and terminography knowledge and skills", presented by Professor Franco Bertaccini (Director of the Terminology Laboratory at Forlì's University, Italy) - December 10, 2007

WORK EXPERIENCE

From May 2005 to date

English>Italian and Japanese>Italian freelance translator and localizer specialising in technical translations (IT, patents, manuals, business...) and software/website localization for translation agencies, companies and independent clients. Also translating documents for publication.

From November 2008 to February 2009

Pro-bono **cultural mediator and interpreter** for a group of Nigerian refugees (English>Italian>English) during religious meetings held by the Assemblies of God Evangelical Christian Church in Capurso (Italy).

From January 2006 to September 2007

Part-time position as **Foreign Office Assistant** at a local leather handbags manufacturing company (Carbotti srl, via P. Del Tocco 31, Martina Franca, Italy), dealing with English>Italian>English translation of business correspondence, e-mails, newsletters, advertising and marketing campaigns.

From May to June 2005

Trainee **technical translator/localizer** for Eureco online srl - Via Castellamonte 1 - Turin - Italy
(Technical translation, proofreading and localization tasks using the CAT tool Trados as well as technical glossaries and dictionaries).

From August to September 2003

Internship as **receptionist** for the four-star Hotel Astoria srl - Viale Bari 11 - Alberobello (BA), Italy
(Relations with national and international tour operators and travel agents, secretarial duties such as answering phones, filing, greeting clients, handling mail; translating brochures).

SERVICES AVAILABLE

Translation (English>Italian, Japanese>Italian, French>Italian)

Bilingual proofreading (English>Italian)

Stylistic proofreading (Italian)

EXPERTISE FIELDS

Software and Website Localization

- Software Strings
- Online Help
- Software Documentation and User's Guides
- Websites and Web Contents
- Product Packaging and Collaterals
- Mobile Apps
- EULAs (End User License Agreements)
- Legal Notices, Privacy Policies, NDAs

Business and Marketing

- MarCom (Marketing/Communication texts)
- Corporate documentation
- Private and Business correspondence
- Resumes
- Market Researches and Surveys
- Questionnaires
- Marketing and Advertising Campaigns
- Hotel reviews
- Travel products and services presentations
- Support material and training courses for employees

Technology & Patents

- Operator's manuals
- Patents
- Technical Sheets
- Healthcare Directives
- Medical equipment catalogues
- Technical brochures
- Translation of scripts for audiovisual productions

Publishing & Communications

- Articles, press releases and newsletters
- Inspirational books
- Christian-based contents
- Bible-study reference material
- Healthcare-related service leaflets
- Tourist information brochures
- Museum leaflets
- Industry magazines
- Guidebooks
- Textbooks
- Recipes and cookbooks

Official Documents

- ID cards and passports
- Driving licenses and International Driving Permits
- Birth, Marriage, Divorce and Death certificates
- Vital Records Certificates / Family Registries
- Permanent residence certificates
- Last Wills and Testaments
- Judicial registers
- Requests and certificates for service abroad of judicial and extrajudicial documents
- School certificates and diplomas
- Transcripts of records
- Employment agreements
- Internal and confidential documents
- Certified and sworn translations

PAYMENT METHODS ACCEPTED

Bank transfer, TransferWise, Paypal

RECENT JOB EXPERIENCE

LOCALIZATION - TECH - MARKETING - MANUALS - PATENTS

_ Italian localization of Software strings, Online Help, Software Documentation and User's Guides (Language learning; Data synchronization; USB and HD Drives; Bible contents; Digital printing and Color management; Preprinting, Proofing and Press Printing; Printing workflow Management; Health professionals' training);

_ Italian localization of Web Contents (Multimedia products, Hurricane Katrina, Bible and religion; Language Exchange and Learning; E-fax Software Products; Photography Products and Services; Printing Products and Services; Skiing and ski sports);

- _ Italian translation of market research questionnaires and surveys, inclusive of Legal Notice and Privacy Policy statements (pharmaceutical and medical devices, media & marketing);
- _ Italian translation of Marketing/Communication texts (Stationery Industry; Printing; Internal/External storage drives; Hardware; Real Estate; Vending-machine cold drinks; Cosmetics; Photography products; Multimedia products; Intrusion and access systems; Automotive);
- _ Italian translation of corporate documentation (Guidelines for occupational health and safety in construction building; Reward and talent management; Performance management; Competences, role models and key behaviours);
- _ Italian translation of private and business correspondence (after-meeting report letter relating to plastics engineering; mail exchange among bank employees);
- _ Italian translation of resumes (Civil Engineering);
- _ Italian translation of operator's manuals (Papermaking Industry; Hospital bed; Laser engraving system; Sputtering system; Surveillance camera; Wheel Loader);
- _ Patent translation and editing (Mechanics and Electrical Engineering; Papermaking Industry; Clothing Industry; IT & Telecommunications);
- _ Italian translation of technical sheets (Networking and Electrical Products; Test procedure for flammability; Food safety).

HEALTH AND MEDICINE

Paperback

- _ English>Italian translation of the booklet "EBNHC Elder Service Plan. Enrollment/Authorization Form and Enrollment Agreement", describing health and health-related services offered by the East Boston Neighborhood Health Center to individuals aged 55 and older residing in the service area that meet eligibility requirements.

Surveys - Articles - Press Releases

- _ English>Italian translation of market surveys for vascular surgery and cardiology physicians;
- _ English>Italian translation of articles and documentation relating to HPV vaccines and their side effects;
- _ English>Italian translation of current and advance healthcare directives for the East Boston Neighborhood Health Center;
- _ English>Italian translation of articles for the CFW newsletter (credentials to be verified at "http://www.cfw.org/translators/171/Angelica_Perrini/"):
 - _ [Opening of the CF Clinic: Tbilisi, Georgia](#);
 - _ [Depression](#);
 - _ [Kidney disease and cystic fibrosis](#);
 - _ [International Physiotherapy Group for Cystic Fibrosis Announces Scholarship Recipient](#);
 - _ [Hippotherapy for Cystic Fibrosis](#).

BIBLE - INSPIRATIONAL

- _ English>Italian editing of the book [The Manual](#) by Mario Marchiò for Bosko Publishing S.A. (released in 2013);
- _ English>Italian co-translation of the book [365 breaths \(Daily Devotionals, Book 1\)](#) by Mario Marchiò for Bosko Publishing S.A. (released in 2012);
- _ English>Italian co-translation of the book [The seed on your lips - The power of the blessing](#) by Mario Marchiò for Bosko Publishing S.A. (released in 2011);
- _ English>Italian co-translation of the book [Shadowland](#) by Mario Marchiò for Bosko Publishing S.A. (released in 2010);
- _ English>Italian translation of newsletters and articles for Bosko Ministries, based in Hermanus (South Africa);
- _ English>Italian translation of newsletters and press releases for the PEF (Pentecostal European Fellowship);
- _ English>Italian translation of articles for the Canadian bilingual publication *Evangel Voice/Voce Evangelica*;
- _ English>Italian co-translation of portions of the [Treasury of David](#) commentary on Psalms by Charles H. Spurgeon for the Canadian publisher Hilkia (published on May 2007);
- _ English>Italian co-translation of the book [The Bible has the answer](#) by H.M. Morris for the Canadian publisher Hilkia (published on June 2006)
- _ Editing of the English-Italian bilingual biography *A Lifetime In The Master's Service* by Alberico DeVito for the Canadian publisher CAOG, Canadian Assemblies of God, (published on 2005).

AUDIOVISUAL (misc.)

- _ English>Italian translation of scripts to be used for the voice-over dubbing of an inspirational TV program on how to enjoy everyday life;
- _ English>Italian translation and subtitling of the documentary on HPV vaccines entitled *The Vaccinated Girls – Sick and Betrayed*, aired by Denmark's national network TV2 in 2015 (available here: [Adolescenti tradite: giovani vite da salvare](#));
- _ English>Italian translation and subtitling of Prof. Yehuda Shoenfeld's lecture recording about HPV vaccine at the meeting on "[Vaccine-related critical issues](#)", held in Rome on October 2015.

TRAVEL AND TOURISM

- _ English>Italian translation of Web contents, UI, marketing material, hotel reviews, products and services presentations for a major travel company;
- _ English>Italian translation of questionnaires and surveys for travellers and users of a major travel service provider;
- _ English>Italian translation of support material and training courses for agents of a major travel company;

- _ English>Italian Translation of a presentation catalogue for a luxury hotel chain (France and Europe);
- _ English>Italian translation of Website strings for a major Travel/Tourism e-service provider;
- _ English>Italian translation of a small text piece relating to tourism in the Society Islands (French Polynesia).

January - November 2004

_ Study on wine tourism across Italian, English and Japanese cultures resulting in a University graduation thesis titled "Wine tools and wine places: a terminological study from the grape to the bottle", containing an Italian-English-Japanese glossary of wine tools and wine places.

December 2003 - January 2004

_ Italian>English translation workshop aimed at translating the booklet *Piacere DiVino* (DiWine Pleasure), published by Lecce's branch of the Chamber of Commerce. Translated the section "Bere il vino nell'antichità/Drinking wine in ancient times"

ADDITIONAL INFO

A passionate reader of tourist guidebooks, I have occasionally worked as Tour Guide for English and Japanese guests in my own town and the surroundings.

Also due to personal health reasons, over the past two years I have become familiar with natural nutrition, including vegan and raw vegan lifestyle, gluten-free diet, food sensitivities, intolerance, allergies, and alternative cooking. I currently follow several Facebook groups and regularly read blogs and specialized magazines on these topics. I have also been contributing to inclusive cooking projects, such as the brand new book "La cucina differente. 80 ricette per gli intolleranti, gli esigenti e i curiosi golosi" ("Different cuisine. 80-recipe cookbook for people with food-sensitivities, special demands, and simple curiosity and passion for food"), published by Gribaudo in 2016 (cfr. <http://tinyurl.com/zbjhx02>).

In addition to my professional training and inborn passions, I cultivate a special interest in subjects like education, parenting, child care and child rearing, animal protection, biodiversity, environmental ethics and sustainability, on which I keep updated by reading specialized magazines and blogs..

REFERENCES

Available upon request.

TECHNICAL SKILLS AND COMPETENCES

- Good knowledge of Windows 8.1 OS + Microsoft Office 2007 Suite (Word, PowerPoint, Excel, Publisher), Adobe Acrobat Reader 11.0, Adobe Writer 5.0;
- Excellent knowledge of web navigation (Internet Explorer, Mozilla Firefox, Google Chrome) and e-mail programs;
- Good knowledge of Japanese Word Processors (I.M.E., NJ Star 5.0 Word Processor, Microsoft Office Asian languages support).

SOCIAL SKILLS AND COMPETENCES

- Good interpersonal and social skills acquired by working as secretary and receptionist;
- Good organization and communication skills with the ability to multi-task;
- Deep, innate appreciation for foreign cultures and societies, with strong knowledge of the communications mechanisms and the ability to work in a multicultural environment;
- Keen sensitivity for cultural awareness.

I hereby authorise for my personal data to be processed, pursuant to Italian Legislative Decree No. 196 of 30 June 2003, art. 13

/

Angelicca Perrini